



NORTH DAKOTA WING
CIVIL AIR PATROL
Auxiliary of the United States Air Force
P.O. Box 608
Bismarck, ND 58502-0608



May 24, 2006

MEMORANDUM FOR: ALL WING PILOTS/FLIGHT RELEASE OFFICERS

FROM: CC

SUBJECT: POLICY LETTER – Re-Occurring Aircraft Inspections

1. Operating any aircraft that is overdue for any required inspection is completely UNACCEPTABLE.
2. The Federal Aviation Regulations (FAR), Part 91 is crystal clear on this. Although the FAR (§91.405) puts the responsibility for maintaining the aircraft on the owner/operator (in this case, the CAP), it also mandates that no person may operate an aircraft unless it has had an annual inspection within the previous 12 calendar months (§91.409).
3. To make it easier for our pilots to know when re-occurring inspections are due, the Wing developed the current NDWg Form 60-2, *Aircraft Activity Log*. This log is used to keep track of each flight and also lists the re-occurring inspections at the bottom of the form. This form MUST be kept current.
4. Aircraft activity logs must be inspected by each pilot to ensure that the logs are complete and up-to-date. Blank due dates or dates/hours that have not been updated since the completion of the last inspection is totally UNACCEPTABLE.
5. Effective immediately, the squadron maintenance officer will ensure that this form is updated after any inspection is completed. All pilots will review the bottom of the log prior to flight. If the log indicates that an inspection is due or overdue, the aircraft will not be flown until the inspection is completed and the log is updated.
6. The Wing Director of Operations (DO) will review all aircraft logs and report any discrepancies to the Wing each month. The DO will also publish a monthly list of all inspections that are due and when they are due for each aircraft assigned to the Wing. The data for this report will be extracted from the Aircraft Activity Log. This report will also assist the squadron maintenance officer with scheduling.
7. Pilots will be prepared to provide the due dates for any inspection if asked by the Flight Release Officer when reporting flight completions. Flight Release Officers will ask the pilot varying questions about the continued airworthiness of the airplane after the flight. This will be done to ensure that the pilot has reviewed this portion of the form. If the pilot reviewed the form before the flight and entered the flight time after the flight, it should be a simple matter to determine if the due dates were reviewed by asking one or two questions.
8. I am not asking anyone to do more than they should already be doing. We will not become complacent in this area and we must ensure proper procedures are followed to ensure the safe and legal operation of our aircraft. We know what is required of us and each of us must do our part to ensure the safety of ourselves and our crew.
9. Failure to comply with this policy may result in the loss of flying privileges and remedial instruction in proper aircraft operations. Failure to enforce this policy by squadrons may result in the loss of aircraft stationed with that squadron.

KARL R. ALTENBURG, Colonel, CAP
Commander